


Surviving

How to meet all of your portfolio needs for Technology (and not die trying!)

Portfolio Core Guide		Information Technology	
Name: _____ Date: _____ Teacher: _____ 5 Marks: _____ ★★★★★		Aspect 5.1 Use information technology skills	
Portfolio Quality = Action + Reflection		Tips to help you create your evidence	
Use common computer functions Your portfolio evidence must meet all five criteria.		Criteria Check	<ul style="list-style-type: none"> You must meet all five criteria to receive credit for this aspect. Rules for appropriate, and safe, care and use of computer equipment are defined by schools or school boards. Schools have standards for appropriate and safe use of Internet privileges. All students are expected to meet these standards. Computer use can take place at school, in the home, at the public library, or at a business site.
★ Criteria #1 Demonstrates use of computer technology to complete a task such as a school assignment or a home or community-based project.	<input type="checkbox"/>		
★ Criteria #2 Demonstrates that you have followed school policies regarding appropriate/safe care/use of basic computer equipment and Internet privileges.	<input type="checkbox"/>		
★ Criteria #3 Demonstrates use of basic navigation, keyboarding, and file management skills.	<input type="checkbox"/>		
★ Criteria #4 Demonstrates use of basic word processing or spreadsheet software.	<input type="checkbox"/>		
★ Criteria #5 Demonstrates that you can use the Internet to find information.	<input type="checkbox"/>		

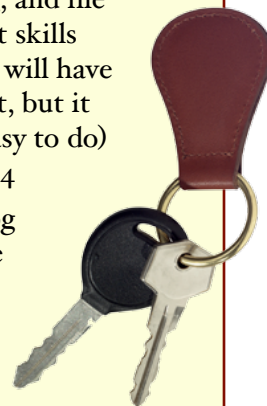
Meeting the Mandatory Core needs:

In order to meet the Core requirement for your portfolio (pasted to the left taken directly from the Graduation Portfolio Assessment Guide, pg. 19) using a blog, you need to consider the following:

- Use a blog. This should be your own blog since it will go in your portfolio. Criteria #1,2

- A blog will demonstrate use of navigation, keyboarding, and file management skills (this one we will have to talk about, but it should be easy to do) Criteria #3, 4

- Your blog should make reference to and link to outside sources



It is extremely possible for you to meet **all** requirements for the Information Technology section of your portfolio in English

Literature 12. Remember, however, that the choice is up to you. This guide is intended to give you suggestions on how to meet these

requirements in class. If your portfolio is based on juggling fire, then you are on your own (and I would suggest your reconsider!)

WHAT TO DO AFTER MEETING THE CORE REQUIREMENTS?

After meeting the core requirements, you should check in with me. This will be marked and reviewed with you and go into your portfolio file. Now you can look to see if you want to do any Technology choice elements for your portfolio. Please note the following:

“The maximum number of marks that a student can earn for Portfolio Choice evidence is 50. These marks can be earned in many ways.

For example:

- 5 marks each for 8 aspects = 40 marks
- 2 marks for 15 aspects = 30 marks
- 5 marks for 2 aspects and 4 marks for 2 aspects = 18 marks
- 4 marks for 8 aspects and 3 marks for 1 aspect = 35 marks

Students can earn up to 50% of their Graduation Portfolio mark by submitting Portfolio Choice evidence.” (GRADUATION PORTFOLIO ASSESSMENT AND FOCUS AREAS 24)

We will spend some time going over the choice aspects together and brainstorming how they can be met. Here are a few ideas:

5.2 - Use the internet to research information. This could be one of your essays for Lit. class that includes documentation of your research and evaluation of the quality of websites used, blog entries, or could be incorporated into a Powerpoint presentation (which would meet **5.4** as well!)

5.3- Use information technology to manage information. Basically, putting all the other elements of your portfolio onto your well categorized blog or into some kind of program like a Word file would meet this criteria! You would have to explain your choice, why it works, etc. Using a second program (Bloglines, Word, itunes, etc.) to manage information would meet the final element of this section.

5.4 - Use information technology to present information. A Powerpoint presentation or podcast that includes written reflection on the creation process, written audience feedback of some

kind, and reflection on the effectiveness of the tool you used. You could easily incorporate your feedback into your blog and post the podcast there (perhaps not so easily but if I can do it, then you can do it, perhaps with my help!) as well as have it on cd. This podcast could be a recording of a reading of your favorite poem from Literature 12 (you could add a soundtrack and sound effects to this as well) or perhaps a ‘radio show’ of one of your favorite scenes from *Hamlet* that you create with some classmates, or a scripted ‘talk show’ exploring one of your favorite texts.

Just a few ideas. Please keep in mind that they are only suggestions. Ultimately, the content and topic of your portfolio is up to you! However, I will be providing you with projects that are strikingly similar to the ideas listed above that you will complete for credit in Lit. 12. Perhaps this is a hint that you do not necessarily have to do a lot **extra work** (if any) to complete the Information Technology portion of your portfolio.

Final thoughts :

“Can I do the entire infotech. portion of my portfolio as a blog?”

Yes. It is just a matter of making sure you address each portion within your blog. This may well be a very organized and swanky looking format to house all your items in it (and doing so would help you meet **5.3!**) I am currently working to get a program that will enable us to capture your entire blog so we can burn it onto CD. Translation: no worries!

“Do I have to do all the choice elements?”

No, but you can earn up to 50 points in total towards your portfolio mark, and you can pull those points from **any** choice elements.

I hope this has been helpful to you. Lets keep talking about this as we go through the course! If you need any help, or want to bounce your ideas off of someone, please don’t hesitate to come and talk to me! I am more than willing to help you on this.

References:

BC Ministry of Education. “Graduation Portfolio Assessment Program Guide.”

This handout was made using “Pages”